

**BOROUGH OF WASHINGTON, WARREN COUNTY, NEW JERSEY**  
**MINUTES OF THE RE-ORGANIZATION MEETING - January 3, 2017**

Mayor Higgins, Councilwoman Valle, and Councilman Thompson were administered the Oath of Office prior to the meeting.

**STATEMENT OF ADEQUATE NOTICE**

Mayor Higgins read the following statement into the record:

The requirements of the Open Public Meetings Law, P.L. 1975, Chapter 231 have been satisfied in that adequate notice of this meeting has been published in the Star Gazette and posted on the Bulletin Board of Borough Hall stating the time, place and purpose of the meeting as required by law.

Mayor Higgins led everyone in the flag salute.

Roll Call:	Heinrich, Higgins, Noone, Thompson, Valle
Absent:	Klimko
Vacancy:	One
Also Present:	Ann Kilduff, Borough Clerk; Matthew Hall, Borough Manager, Attorney Leslie Parikh, Tom Ferry, Borough Auditor; and Lieutenant Teter

Per Mayor Higgins' request, Reverend Bauknight of Mt. Pisgah Church gave an Invocation.

**AUDIENCE**

Mayor Higgins opened the audience portion for remarks, petitions, statements and testimony from guests.

**Susan Sloan, 89 Grand Avenue**

S. Sloan brought an error on the Borough's website to Council's attention.

**John Monteverde – Business Improvement District**

J. Monteverde updated Council on the Operation Jersey Care Campaign and provided information for the 2017 Business Recognition Reception.

**Reverend Bauknight, Mt. Pisgah Church**

Reverend Bauknight asked for dates of Christmas tree pick-up. She would like to see more community involvement this coming year. Mayor Higgins explained the Community Relations Committee that he will be appointing later in the meeting.

Hearing no further comments, a motion was made by Heinrich, seconded by Thompson, to close the public portion of the meeting.

Ayes: 5 Nays: 0  
Motion Carried

## **RESOLUTIONS**

### **1. Resolution 2017-1 – A Resolution Providing for Temporary Current Fund Appropriations**

#### **RESOLUTION #2017-1** **A RESOLUTION PROVIDING FOR TEMPORARY** **CURRENT FUND APPROPRIATIONS**

**WHEREAS**, N.J.S.A. 40A: 4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2017 Budget, temporary appropriations should be made for the purpose and amount required in the manner and time therein provided; and

**WHEREAS**, the date of this resolution is within the first thirty days of January, 2017; and

**WHEREAS**, the total temporary appropriations in the 2017 budget, exclusive of any appropriations made for interest, and debt redemption charges, grants and capital improvements, is the sum of \$1,605,549.19; and

**WHEREAS**, 26.25% of the total appropriations in the 2016 Budget, exclusive of any appropriation made for interest and debt redemption charges, grants and capital improvements in said 2016 Budget is the sum of \$1,763,496.10

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor and Council of the Borough of Washington, in the County of Warren, State of New Jersey do hereby make the following temporary appropriations per the attached:

<b>TOTAL APPROPRIATIONS WITHIN 26.25% LIMITATION</b>	<b>\$1,605,549.19</b>
<b>TOTAL CAPITAL AND DEBT SERVICE</b>	<b>\$1,007,412.00</b>
<b>TOTAL ALL TEMPORARY APPROPRIATIONS:</b>	<b>\$2,612,961.19</b>

Resolution 2017-1 was moved on a motion made by Noone, seconded by Heinrich, and approved.

Roll Call: Noone, Heinrich, Thompson, Valle, Higgins  
Ayes: 5; Nays: 0; Absent: 1 – Klimko  
Motion Carried

## **2. Resolution 2017-2 – A Resolution Providing for Temporary Sewer Utility Appropriations**

### **RESOLUTION #2017-2** **A RESOLUTION PROVIDING FOR TEMPORARY** **SEWER UTILITY APPROPRIATIONS**

**WHEREAS**, N.J.S.A. 40A: 4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2017 Budget, temporary appropriations should be made for the purpose and amount required in the manner and time therein provided; and

**WHEREAS**, the date of this resolution is within the first thirty days of January, 2017; and

**WHEREAS**, the total temporary appropriations in the 2017 sewer utility budget, exclusive of any appropriations made for interest, and debt redemption charges, grants and capital improvements, is the sum of \$329,650; and

**WHEREAS**, 26.25% of the total appropriations in the 2016 Budget, exclusive of any appropriation made for interest and debt redemption charges, grants and capital improvements in said 2016 Budget is the sum of \$400,373.57

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor and Council of the Borough of Washington, in the County of Warren, State of New Jersey do hereby make the following temporary appropriations per the attached:

<b>TOTAL APPROPRIATIONS WITHIN 26.25% LIMITATION</b>	<b>\$329,650.00</b>
<b>TOTAL CAPITAL AND DEBT SERVICE</b>	<b>\$900,310.00</b>
<b>TOTAL ALL TEMPORARY APPROPRIATIONS:</b>	<b>\$1,229,960.00</b>

Resolution 2017-2 was moved on a motion by Noone, seconded by Thompson, and approved.

Roll Call: Noone, Thompson, Heinrich, Valle, Higgins  
Ayes: 5; Nays: 0; Absent: 1 – Klimko

Motion Carried

**3. Resolution 2017-3 – A Resolution Establishing a Cash Management Plan and Naming Official Cash Depositories**

**RESOLUTION #2017-3  
RESOLUTION ESTABLISHING A CASH MANAGEMENT  
PLAN AND NAMING OFFICIAL CASH DEPOSITORIES**

**WHEREAS**, NJSA 40A: 5-14 mandates that a Governing body of a municipal corporation shall, by resolution passed by a majority vote of the full membership thereof, designate as a depository for its monies a bank or trust company having its place of business in the state and organized under the laws of the United States or this state; and

**WHEREAS**, NJSA 40A: 5-15.1 amended by Chapter 148, P.L. 1997 established new requirements for the investment of public funds and adoption of a cash management plan for counties, municipalities and authorities; and

**WHEREAS**, the Borough Council of the Borough of Washington, County of Warren wish to comply with the above statutes;

**NOW, THEREFORE, BE IT RESOLVED**, that the Borough Council of the Borough of Washington, County of Warren adopts the following cash management plan, including the official depositories for the Borough of Washington, County of Warren for the period January 1, 2017 through December 31, 2017.

**CASH MANAGEMENT PLAN OF THE  
BOROUGH OF WASHINGTON,  
COUNTY OF WARREN**

**I. STATEMENT OF PURPOSE**

This Cash Management Plan (the “Plan”) is prepared pursuant to the provisions of N.J.S.A. 40A: 5-14 in order to set forth the basis for the deposits (“Deposits”) and investment (“Permitted Investments”) of certain public funds of the Borough of Washington, pending the use of such funds for the intended purposes. The Plan is intended to assure that all public funds identified herein are deposited in interest bearing Deposits or otherwise invested in Permitted Investments hereinafter referred to. The intent of the Plan is to provide that the decisions made with regard to the Deposits and the Permitted Investments will be done to insure the safety, the liquidity (regarding its availability for the intended purposes), and the maximum investment return within such limits. The Plan is intended to insure that any Deposit or Permitted Investment matures within the time period that approximates the prospective need for the funds deposited or invested so that there is not a risk to the market value of such Deposits or Permitted Investments.

**II. IDENTIFICATION OF FUNDS AND ACCOUNTS TO BE COVERED  
BY THE PLAN**

- A. The plan is intended to cover all deposits and/or all investments of the funds of the Borough of Washington including but not limited to:

Current Fund  
Payroll Trust Fund  
Agency Account  
Sewer Utility Revenue Account  
Developers' Escrow Trust Funds  
Open Space Accounts  
General Capital Account  
Sewer Capital Account  
Regular Trust Accounts

**III. DESIGNATION OF OFFICIALS AUTHORIZED TO MAKE DEPOSITS AND INVESTMENTS UNDER THE PLAN**

The Chief Financial Officer (the "Designated Official") is hereby authorized and directed to deposit and/or invest the funds referred to in the Plan. Prior to making any such Deposits or any Permitted Investments, such officials of the Borough of Washington are directed to supply to all depositories or any other parties with whom the Deposits or Permitted Investments are made a written copy of this Plan which shall be acknowledged in writing by such parties and a copy of such acknowledgement kept on file with such officials.

The Chief Financial Officer is further authorized to make interfund transfers between the Borough Funds as may be necessary from time to time. The Chief Financial Officer is authorized to make such transfers and/or any and all payments by wire transfer as necessary.

**IV. DESIGNATION OF DEPOSITORIES**

The following banks and financial institutions are hereby designated as official depositories for the Deposit of all public funds referred to in the Plan, including any certificates of deposit which are not otherwise invested in Permitted Investments as provided for in this Plan:

TD Bank  
Sovereign Bank  
Bank of America  
PNC Bank  
Wells Fargo  
Investors Savings  
The Depository Trust Company  
Provident  
Peapack Gladstone Bank  
Money Market Investment Accounts and/or Certificates of Deposit  
Unity Bank

**All such depositories shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgement to the Designated Official(s) referred to in Section III above.**

**V. DESIGNATION OF BROKERAGE FIRMS AND DEALERS WITH WHOM THE DESIGNATED OFFICIALS MAY DEAL.**

The following brokerage firms and/or dealers and other institutions are hereby designated as firms with whom the Designated Official(s) of the Borough of Washington referred to in this Plan may deal for purposes of buying and selling securities identified in this Plan as Permitted investments or otherwise providing for Deposits. All such brokerage firms and/or dealers shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgement to the Designated Official (s) referred to in Section III above.

Bank of America  
TD Bank  
MBIA-Class Management Unit Trust  
NJ ARM Program  
NJ Cash Management Fund  
PNC Bank  
Valley National Bank  
Millington Savings Bank  
Provident  
The Depository Trust Company  
Investors Savings  
Wells Fargo  
Peapack Gladstone Bank  
Unity Bank

**VI. AUTHORIZED INVESTMENTS**

Except as otherwise specifically provided for herein, the Designated Official is hereby authorized to invest the public funds covered by this Plan, to the extent not otherwise held in Deposits, in the following Permitted Investments:

- (1) Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America;
- (2) Government money market mutual funds;
- (3) Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;
- (4) Bonds or other obligations of the Local Unit or bonds or other obligations of the school districts of which the Local Unit is a part or within which the school district is located;

- (5) Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investment of the Department of the Treasury for investment by Local Units;
- (6) Local government investment pools;
- (7) Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L.1977, ch. 281 (C.52: 18A-90.4); or
- (8) Agreements for the repurchase of fully collateralized securities if:
  - (a) The underlying securities are permitted investments pursuant to paragraphs (1) and (3) of this subsection a:
  - (b) The custody of collateral is transferred to a third party;
  - (c) The maturity of the agreement is not more than 30 days;
  - (d) The underlying securities are purchased through a public depository as defined in section 1 of P.L. 1970, c.236 (C.17: 19-41); and
  - (e) A master repurchase agreement providing for the custody and security of collateral is executed.

For purposes of the above language, the terms “governmental money market mutual fund” and “local government investment pool” shall have the following definitions:

#### Government Money Market Mutual Fund

An investment company or investment trust:

- (a) Which is registered with the Securities and Exchange Commission under the “Investment Company Act of 1940,” 15 USC sec. 80a-1 et seq., and operated in accordance with 17 CFR sec. 270.2a-7.
- (b) The portfolio of which is limited to U.S. Government securities that meet the definition of any eligible security pursuant to 17 C.F.R. sec 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities; and
- (c) Which has:
  - (1) Attained the highest ranking or the highest letter and numerical rating of a nationally recognized statistical rating organization; or
  - (2) Retained an investment advisor registered or exempt from registration with the Securities and Exchange Commission pursuant to the “Investment Advisors Act of 1940,” 15 U.S.C. sec 80b-1 et seq., with experience investing in U.S. Government securities for at least the most recent past 60 months and with assets under management in excess of \$500 million.

#### Local Government Investment Pool

An investment pool:

- (a) Which is managed in accordance with 17 C.F.R. sec 270.2a-7;
- (b) Which is rated in the highest category by a nationally recognized statistical rating organization;
- (c) Which is limited to U.S. Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. sec. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities;
- (d) Which is in compliance with rules adopted pursuant to the “Administrative Procedure Act,” P.L. 1968, c.410 (c.52: 14B-1 et seq.) by the Local Finance Board of the Division of Local Government Services in the Department of Community Affairs, which rules shall provide for disclosure and reporting requirements and other provisions deemed necessary by the board to provide for the safety, liquidity and yield of the investment;
- (e) Which does not permit investments in instruments that: are subject to high price volatility with changing market conditions; cannot reasonably be expected at the time of interest rate adjustment, to have a market value that approximates their par value, or net asset value; and
- (f) Which purchases and redeems investments directly from the issuer, government money market mutual fund, or the State of New Jersey Cash Management fund, or through the use of a National or State bank located within this State, or through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section 9 of P.L. 1967 c.9 (C49: 3-56) and has at least \$25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in the U.S. Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government Securities.

**SAFEKEEPING CUSTODY PAYMENT AND ACKNOWLEDGEMENT OF RECEIPT OF PLAN.**

To the extent that any Deposit or Permitted Investment involves a document or security which is not physically held by the Borough of Washington, then such instrument or security shall be covered by a custodial agreement with an independent third party, which shall be a bank or financial institution in the State of New Jersey. Such institution shall provide for the designation of such investments in the name of the Borough of Washington to assure that there is no unauthorized use of the funds or the Permitted Investments that involve Securities shall be executed by a “delivery versus payment” method to insure that such Permitted Investments are either received by the Borough of Washington or by a third party custodian prior to or upon the release of the Borough of Washington’s funds.

To assure that all parties with whom the Borough of Washington deals either by way of Deposits or Permitted Investments are aware of the authority and the limits sets forth in the Plan, all such parties shall be supplied with a copy of this Plan in writing and all such



parties shall acknowledge the receipt of that Plan in writing, a copy of which shall be on file with the Designated Official(s)

### **REPORTING REQUIREMENTS**

At the public meeting of each month during which this Plan is in effect, the Designated Official(s) referred to in Section III hereof shall supply to the governing body of the Borough of Washington a written report of any Deposits or Permitted Investments made pursuant to this Plan, which shall include, at a minimum, the following information:

- A. The name of any institution holding funds of the Borough of Washington as a Deposit or a Permitted Investment.
- B. The amount of securities or Deposits purchased or sold during the immediately preceding month.
- C. The class or type of securities purchased or Deposits made.
- D. The book value of such Deposits or Permitted Investments.
- E. The earned income on such Deposits or permitted Investments. To the extent that such amounts are actually earned at maturity, this report shall provide an accrual of such earnings during the immediately preceding month.
- F. The fees incurred to undertake such Deposits or Permitted Investments.
- G. The market value of all Deposits or Permitted Investments as of the end of the immediately preceding month.
- H. All other information which may be deemed reasonable from time to time by the governing body of the Borough of Washington.

### **TERM OF THE PLAN**

This plan shall be effective January 1, 2017 through December 31, 2017. The Plan may be amended from time to time as necessary.

To the extent that any amendment is adopted by the Borough Council, the Designated Official is directed to supply copies of the amendments to all of the parties who otherwise have received the copy of the originally approved Plan, which amendment shall be acknowledged in writing in the same manner as the original Plan was so acknowledged.

Resolution 2017-3 was moved on a motion by Thompson, seconded by Noone, and approved.

Roll Call: Thompson, Noone, Heinrich, Valle, Higgins  
Ayes: 5; Nays: 0; Absent: 1 – Klimko  
Motion Carried

#### **4. Resolution 2017-4 – Establishing Interest Rates – Taxes – NJSA 54:4-67:39**

**RESOLUTION #2017-4**  
**INTEREST RATES- TAXES**  
**N.J.S.A. 54:4-67:39**

**WHEREAS**, municipal charges; namely taxes are payable in quarterly installments on **February 1<sup>st</sup>, May 1<sup>st</sup>, August 1<sup>st</sup> and November 1<sup>st</sup>** in each year, and installments become delinquent if not paid on or before those dates.

**BE IT THEREFORE RESOLVED**, that Council does hereby authorize an interest charge not to exceed eight (8%) percent per annum on the first \$1,500.00 of the delinquency and eighteen (18%) percent per annum on any amount in excess of \$1,500.00 upon all delinquent installments; and

**BE IT ALSO RESOLVED**, that Council does hereby authorize a penalty to be charged to a taxpayer with a delinquency in excess of \$10,000.00 who fails to pay that delinquency prior to the end of the calendar year. The penalty so fixed shall not exceed six (6) percent of the amount of the delinquency.

**BE IT FURTHER RESOLVED**, that any installments received after the expiration of the grace period, and such grace period shall be the period starting with the second day and ending on the ten (10<sup>th</sup>) day of the month in which taxes are due, shall bear interest at the applicable interest rate from the original due date.

**BE IT FURTHER RESOLVED**, that the Tax Collector of the Borough of Washington is hereby authorized to conduct the annual sale of delinquent municipal charges; namely taxes for the Calendar Year of 2016.

Resolution 2017-4 was moved on a motion by Thompson, seconded by Heinrich, and approved.

Roll Call: Thompson, Heinrich, Noone, Valle, Higgins  
Ayes: 5; Nays: 0; Absent: 1 – Klimko  
Motion Carried

#### **5. Resolution 2017-5 – Establishing Sewer Interest Rates**

**RESOLUTION #2017-5**  
**SEWER INTEREST RATES**

**WHEREAS**, municipal charges, namely sewer are payable in monthly installments due on the 10<sup>th</sup> of the following month after billing, and the monthly installments becoming delinquent if not paid on or before those dates.

**BE IT THEREFORE RESOLVED**, that Council does hereby authorize an interest charge not to exceed eight (8%) percent per annum on the first \$1,500.00 of the delinquency and eighteen (18%) per annum on any amount in excess of \$1,500.00 upon all delinquent installments; and

**BE IT ALSO RESOLVED**, that Council does hereby authorize a penalty to be charged to a taxpayer with a delinquency in excess of \$10,000.00 who fails to pay that delinquency prior to the end of the calendar year. The penalty so fixed shall not exceed six (6%) percent of the amount of the delinquency.

**BE IT FURTHER RESOLVED**, that any installments received after the expiration of the grace period, and such grace period shall be the period starting with the second day and ending on the forty-fifth (45<sup>th</sup>) day after billing, shall bear interest at the applicable interest rate from the original due date.

**BE IT FURTHER RESOLVED**, that the Tax Collector of the Borough of Washington is hereby authorized to conduct the annual sale of delinquent municipal charges, namely sewer for the Calendar Year of 2016.

Resolution 2017-5 was moved on a motion by Thompson, seconded by Heinrich, and approved.

Roll Call: Thompson, Heinrich, Noone, Valle, Higgins  
Ayes: 5; Nays: 0; Absent: 1 – Klimko  
Motion Carried

## **6. Resolution 2017-6 – Resolution Appointing Risk Management Consultant**

### **RESOLUTION 2017-6 RESOLUTION APPOINTING RISK MANAGEMENT CONSULTANT**

**WHEREAS**, the Borough of Washington (hereinafter “Local Unit”) has joined the Statewide Insurance Fund (hereinafter “Fund”), a joint insurance fund as defined in N.J.S.A. 40A:10-36 *et seq.*; and

**WHEREAS**, the Bylaws require participating members to appoint a Risk Management Consultant, as those positions are defined in the Bylaws, if requested to do so by the “Fund”; and

**WHEREAS**, the Local Unit has complied with relevant law with regard to the appointment of a Risk management Consultant; and

**WHEREAS**, the “Fund” has requested its members to appoint individuals or entities to that position; and

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of “Local Unit”, in the County of Warren and State of New Jersey, as follows:

1. Borough of Washington hereby appoints Skylands Risk Management, Inc. its local Risk Management Consultant.
2. The Borough Manager (*authorized representative of the public entity*) and Risk Management Consultant are hereby authorized to execute the Risk Management Consultant’s Agreement for the year 2017 in the form attached hereto.

**2017 FUND YEAR**  
**STATEWIDE INSURANCE FUND**  
**RISK MANAGEMENT CONSULTANT’S AGREEMENT**

**THIS AGREEMENT** entered into this 3rd day of January 2017, among the Statewide Insurance Fund (“FUND”), a joint insurance fund of the State of New Jersey, Borough of Washington (“MEMBER”) and Skylands Risk Management, Inc. (“CONSULTANT”) through a fair and open process, pursuant to N.J.S.A.19:44A-20.4.

**WHEREAS**, the CONSULTANT has offered to the MEMBER professional risk management consulting services as required by the Bylaws of the FUND; and

**WHEREAS**, the CONSULTANT has advised the FUND that he/she is familiar with the terms, conditions and operations of the FUND; and

**WHEREAS**, the MEMBER desires these professional services from the CONSULTANT; and

**WHEREAS**, the MEMBER has complied with relevant law in regard to the appointment of a Risk Management Consultant; and

**WHEREAS**, the Bylaws of the FUND require that members engage a CONSULTANT and that the CONSULTANT comply with certain requirements set forth therein.

**NOW, THEREFORE**, the parties in consideration of the mutual promises and covenants set forth herein, agree as follows:

1. For and in consideration of the amount stated hereinafter, the CONSULTANT shall:
  - (a) assist in evaluating the MEMBER'S exposures and advise on matters relating to the Member's operation and coverage.
  - (b) explain to the MEMBER, or its representatives, the various coverages available from the FUND.
  - (c) explain to the MEMBER, or its representatives, the terms of the member's commitment and obligations to the FUND.
  - (d) explain to the MEMBER, or its representatives the operation of the FUND.
  - (e) prepare applications, statements of values, etc., on behalf of the MEMBER, if required by the FUND.
  - (f) review the MEMBER'S assessment and assist in the preparation of the MEMBER'S insurance budget.
  - (g) review losses and engineering reports and provide assistance to the MEMBER'S safety committee, if required.
  - (h) assist in the claims settlement process, if required, by MEMBER or FUND.
  - (i) attend the majority of meetings of the Fund Commissioners or Executive Committee, if requested, and perform such other services as required by the MEMBER or the FUND.
  - (j) comply with the obligations imposed upon Risk Managers in the FUND's Bylaws.
  - (k) act in good faith and fair dealing to the FUND.
  - (l) perform other duties for the FUND as may be required from time to time by the FUND.
2. In exchange for the above services, the CONSULTANT shall be compensated in the following manner:
  - (a) The CONSULTANT shall be paid by the FUND, on behalf of the MEMBER, a fee as compensation for services rendered. Said fee, an apportionment of the MEMBER's assessment: 6% of workers' compensation (excluding any fees, PLIGA, and loss ratio apportionment); 7.5% of non WC assessment (excluding any fees, PLIGA, and loss ratio apportionment);
  - (b) The CONSULTANT shall be entitled to compensation for services provided during any calendar year only if the CONSULTANT has been appointed and holds the position of Risk Management Consultant, as of January 31 of the said calendar year for counties and municipalities holding general elections and July 30 for municipalities holding regular elections.
  - (c) For any insurance coverages authorized by the MEMBER to be placed outside the FUND, the CONSULTANT shall receive as compensation the normal brokerage commissions paid by the insurance company. The premiums for said policies shall not be added to the FUND's assessment in computing the fee set forth in 2(a).

- (d) If the MEMBER shall require of the CONSULTANT extra services other than those outlined above, the CONSULTANT shall be paid by the MEMBER a fee at a rate to be negotiated by the parties.

3. The term of this Agreement shall be from **January 1, 2017 to January 1, 2018**. However, this Agreement may be terminated by either party at any time by mailing to the other thirty (30) days written notice, certified mail return receipt.
4. The CONSULTANT shall comply with all laws applicable to producers who provide insurance products to public entities and shall comply with all applicable statutes and regulations relating to joint insurance funds.
5. The CONSULTANT agrees to comply with all affirmative action laws applicable in accordance with Exhibit A and to submit all necessary documentation establishing compliance within seven (7) days of this Agreement.

Resolution 2017-6 was moved on a motion by Noone, seconded by Heinrich, and approved.

Roll Call: Noone, Heinrich, Thompson, Valle, Higgins

Ayes: 5; Nays: 0; Absent: 1 – Klimko

Motion Carried

**7. Resolution 2017-7 - Authorizing 2017 Professional Services Contract with Gebhardt & Kiefer for Municipal Attorney Services**

**RESOLUTION 2017-7  
AUTHORIZING 2017 PROFESSIONAL SERVICES CONTRACT  
WITH GEBHARDT & KIEFER FOR  
MUNICIPAL ATTORNEY SERVICES**

**WHEREAS**, the Borough Council of the Borough of Washington has a need to contract the services of a Municipal Attorney as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5 as appropriate; and

**WHEREAS**, the Purchasing Agent has certified that the costs of this contract may or will exceed \$17,500; and

**WHEREAS**, the anticipated term of this contract is one (1) year or at the discretion of the Borough Council; and

**WHEREAS**, for budgetary purposes, the Borough Council of the Borough of Washington would like to have this contract reflect a not to exceed amount of \$42,000, excluding escrow-related services; and

**WHEREAS**, any additional work above and beyond the base for Municipal Attorney shall be charged in accordance with the hourly fee of \$160.00 only if authorized by the Borough Council of the Borough of Washington; and

**WHEREAS**, specifically regarding litigation, the hourly litigation fee will be \$160.00 per hour, not to exceed the 2017 budgeted amount unless authorized by the Borough Council of the Borough of Washington; and

**WHEREAS**, Gebhardt & Kiefer has completed and submitted a Business Entity Disclosure Certification which certifies that Gebhardt & Kiefer has not made any reportable contributions to a political or candidate committee in the Borough of Washington in the previous one year, and that the contract will prohibit the Gebhardt & Kiefer from making any reportable contributions through the term of the contract, and

**WHEREAS**, the Chief Financial Officer has certified to the Borough Clerk that funds are available in the following budget account: 5-01-20-155-000-027

**NOW THEREFORE, BE IT RESOLVED** that the Borough Council of the Borough of Washington to enter into a contract with Gebhardt & Kiefer as described herein; and,

**BE IT FURTHER RESOLVED** that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

**BE IT FURTHER RESOLVED** that notice of this appointment will be published as required by law within ten days of the passage of this resolution.

Resolution 2017-7 was moved on a motion by Noone, seconded by Thomson, and approved.

Ayes: 5; Nays: 0; Absent: 1 – Klimko  
Motion Carried

**8. Resolution 2017-8 – Authorizing 2017 Professional Services Contract with Winegar, Wilhelm, Glynn & Roemersma for Municipal Public Defender Services**

**RESOLUTION 2017-8  
AUTHORIZING 2017 PROFESSIONAL SERVICES CONTRACT WITH  
WINEGAR, WILHELM, GLYNN & ROEMERSMA FOR  
MUNICIPAL PUBLIC DEFENDER SERVICES**

**WHEREAS**, the Borough Council of the Borough of Washington has a need to contract the services of a Municipal Public Defender as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5 as appropriate; and

**WHEREAS**, the Purchasing Agent has certified that the costs of this contract may or will exceed \$17,500; and

**WHEREAS**, the anticipated term of this contract is one (1) year or at the discretion of the Borough Council; and

**WHEREAS**, for budgetary purposes, the Borough of Washington would like to have this contract reflect a not to exceed amount of \$200 per case.

**WHEREAS**, Winegar, Wilhelm, Glynn & Roemersma has completed and submitted a Business Entity Disclosure Certification which certifies that Winegar, Wilhelm, Glynn & Roemersma has not made any reportable contributions to a political or candidate committee in the Borough of Washington in the previous one year, and that the contract will prohibit Winegar, Wilhelm, Glynn & Roemersma from making any reportable contributions through the term of the contract, and

**WHEREAS**, the Chief Financial Officer has certified to the Borough Clerk that funds are available in the following budget account: 5-01-43-495-000-027

**NOW THEREFORE, BE IT RESOLVED** that the Borough Council of the Borough of Washington to enter into a contract with Winegar, Wilhelm, Glynn & Roemersma as described herein; and,

**BE IT FURTHER RESOLVED** that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

**BE IT FURTHER RESOLVED** that notice of this appointment will be published as required by law within ten days of the passage of this resolution; and

**BE IT FURTHER RESOLVED**, that copies of this resolution be forwarded to the Chief Financial Officer and Winegar, Wilhelm, Glynn & Roemersma.

Resolution 2017-8 was moved on a motion by Heinrich, seconded by Thompson, and approved.

Ayes: 4; Nays: 0; Abstain: 1 – Higgins; Absent: 1 – Klimko  
Motion Carried

**9. Resolution 2017-9 – Resolution Authorizing 2017 Professional Services Contract with Ferraiolo, Wielkotz, Cerullo & Cuva for Municipal Auditing Services**

**RESOLUTION 2017-9  
RESOLUTION AUTHORIZING 2017 PROFESSIONAL SERVICES CONTRACT WITH  
FERRAIOLO, WIELKOTZ, CERULLO & CUVA  
FOR MUNICIPAL AUDITING SERVICES**

**WHEREAS**, the Borough Council of the Borough of Washington has a need to contract the services of a Certified Municipal Auditor as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5 as appropriate; and

**WHEREAS**, the Purchasing Agent has certified that the costs of this contract will exceed \$17,500; and



**WHEREAS**, the anticipated term of this contract is one (1) year or at the discretion of the Borough Council; and

**WHEREAS**, Ferraiolo, Wielkotz, Cerullo & Cuva has submitted a proposal dated October 21, 2016 indicating they will provide the above-referenced services for a cost of \$28,101.00; and

**WHEREAS**, any additional work above and beyond the base services will be charged in accordance with the hourly fee schedule provided in the above-referenced proposal only if authorized by the Borough Council of the Borough of Washington; and

**WHEREAS**, Ferraiolo, Wielkotz, Cerullo & Cuva has completed and submitted a Business Entity Disclosure Certification which certifies that Ferraiolo, Wielkotz, Cerullo & Cuva has not made any reportable contributions to a political or candidate committee in the Borough of Washington in the previous one year, and that the contract will prohibit Ferraiolo, Wielkotz, Cerullo & Cuva from making any reportable contributions through the term of the contract, and

**NOW THEREFORE, BE IT RESOLVED** that the Borough Council of the Borough of Washington to enter into a contract with Ferraiolo, Wielkotz, Cerullo & Cuva as described herein; and,

**BE IT FURTHER RESOLVED** that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

**BE IT FURTHER RESOLVED** that notice of this appointment will be published as required by law within ten days of the passage of this resolution; and

**BE IT FURTHER RESOLVED**, that copies of this resolution be forwarded to the Chief Financial Officer and Ferraiolo, Wielkotz, Cerullo & Cuva.

Resolution 2017-9 was moved on a motion by Noone, seconded by Thompson, and approved.

Ayes: 5; Nays: 0; Absent: 1 – Klimko  
Motion Carried

**10. Resolution 2017-10 – Authorizing 2017 Professional Service Contract with Finelli Consulting Engineers for Municipal Waste Water Engineering Services**

**RESOLUTION 2017-10**

**AUTHORIZING 2017 PROFESSIONAL SERVICES CONTRACT WITH FINELLI CONSULTING ENGINEERS FOR MUNICIPAL WASTE WATER ENGINEERING SERVICES**

**WHEREAS**, the Borough Council of the Borough of Washington has a need to contract the services of a Municipal Waste Water Engineer as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5 as appropriate; and

**WHEREAS**, the Purchasing Agent has certified that the costs of this contract may or will exceed \$17,500; and

**WHEREAS**, the anticipated term of this contract is one (1) year or at the discretion of the Borough Council; and

**WHEREAS**, for budgetary purposes, the Borough Council of the Borough of Washington would like to have this contract reflect a not to exceed amount of the 2017 adopted budget, excluding escrow related services; and

**WHEREAS**, any additional work above and beyond the base of Wastewater Engineering Services will be charged in accordance with the hourly fee of \$110.00 only if authorized by the Borough Council of the Borough of Washington; and

**WHEREAS**, Finelli Consulting Engineers has completed and submitted a Business Entity Disclosure Certification which certifies that Finelli Consulting Engineers has not made any reportable contributions to a political or candidate committee in the Borough of Washington in the previous one year, and that the contract will prohibit the Finelli Consulting Engineers from making any reportable contributions through the term of the contract, and

**WHEREAS**, the Chief Financial Officer has certified to the Borough Clerk that funds are available in the following budget account: 5-05-55-502-000-028

**NOW THEREFORE, BE IT RESOLVED** that the Borough Council of the Borough of Washington to enter into a contract with Finelli Consulting Engineers as described herein; and,

**BE IT FURTHER RESOLVED** that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

**BE IT FURTHER RESOLVED** that notice of this appointment will be published as required by law within ten days of the passage of this resolution; and

**BE IT FURTHER RESOLVED**, that copies of this resolution be forwarded to the Chief Financial Officer and Finelli Consulting Engineers.

Resolution 2017-10 was moved on a motion by Heinrich, seconded by Noone, and approved.

Ayes: 5; Nays: 0; Absent: 1 – Klimko  
Motion Carried

**11. Resolution 2017-11 – Resolution Authorizing 2017 Professional Services Contract with Finelli Consulting Engineers for General Municipal Engineering Services**

**Resolution 2017-11**  
**RESOLUTION AUTHORIZING 2017 PROFESSIONAL SERVICES CONTRACT WITH**  
**FINELLI ENGINEERS FOR GENERAL MUNICIPAL ENGINEERING SERVICES**

**WHEREAS**, the Borough Council of the Borough of Washington has a need to contract the services of a Municipal Engineer as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5 as appropriate; and

**WHEREAS**, the Purchasing Agent has certified that the costs of this contract will exceed \$17,500; and

**WHEREAS**, the anticipated term of this contract is one (1) year or at the discretion of the Borough Council; and

**WHEREAS**, Finelli Consulting Engineers has submitted a proposal indicating they will provide the above-referenced services at the rates listed in their fee schedule for General Municipal Engineering Services; and

**WHEREAS**, for budgetary purposed, the Borough Council of the Borough of Washington would like to have this contract reflect a not to exceed amount of \$100,000, excluding escrow-related services; and

**WHEREAS**; any additional work above and beyond the base General Engineering Services charged in accordance with the hourly fee schedule stated above only if authorized by the Borough Council of the Borough of Washington; and

**WHEREAS**, Finelli Consulting Engineers has completed and submitted a Business Entity Disclosure Certification which certifies that Finelli Consulting Engineers has not made any reportable contributions to a political or candidate committee in the Borough of Washington in the previous one year, and that the contract will prohibit the Finelli Consulting Engineers from making any reportable contributions through the term of the contract, and

**WHEREAS**, the Chief Financial Officer has certified to the Borough Clerk that funds are available in the following budget account: 0-01-20-165-000-028

**NOW THEREFORE, BE IT RESOLVED** that the Borough Council of the Borough of Washington to enter into a contract with Finelli Consulting Engineers as described herein; and,

**BE IT FURTHER RESOLVED** that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

**BE IT FURTHER RESOLVED** that notice of this appointment will be published as required by law within ten days of the passage of this resolution; and

**BE IT FURTHER RESOLVED**, that copies of this resolution be forwarded to the Chief Financial Officer and Finelli Consulting Engineers.

Resolution 2017-11 was moved on a motion by Noone, seconded by Heinrich, and approved.

Ayes: 5; Nays: 0; Absent: 1 – Klimko

## 12. Resolution 2017-12 – Open Public Meetings Act and Schedule of 2017 Meeting Dates

### **RESOLUTION #2017-12**

#### **OPEN PUBLIC MEETINGS ACT**

**WHEREAS**, pursuant to the Open Public Meetings Act, P.L. 1975, C.231, the Borough of Washington is required to file and post certain notices of public meetings of the Common Council of the Borough of Washington; and

**WHEREAS**, among the obligations imposed upon the Borough of Washington is the obligation to file the said notices with the newspaper of general circulation circulating in the Borough of Washington; and

**WHEREAS**, a schedule of regular meetings must be prepared, posted and filed within (7) seven days of the date of the annual reorganization meeting of the Common Council.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Common Council of the Borough of Washington, County of Warren, State of New Jersey, that the **Star Gazette**, a newspaper published in Warren County, and circulating in the Borough of Washington and the **Express Times**, a newspaper published in the Town of Easton, be designated as the newspapers to which all notices of regular and special meetings of the Common Council shall be transmitted, pursuant to the provisions of the Open Public Meetings Act, P.L. 1975 C. 231.

**BE IT FURTHER RESOLVED**, by the Authority aforesaid that a copy of the attached **Schedule of Regular Meetings** be furnished to any member of the public requesting same, upon the payment by such person of the sum of \$1.00 to the Borough of Washington, said charge to cover the cost of duplicating the same and the administrative expense of compliance with the request, all as required by the Open Public Meeting Act.

### **SCHEDULE OF 2017 REGULAR MEETINGS BOROUGH OF WASHINGTON, WARREN COUNTY, NEW JERSEY**

#### **Council Chambers - 7:00 pm**

#### **REGULAR MEETINGS:**

January 3, 2017 (Reorganization Meeting)	July 5, 2017**
January 17, 2017	July 18, 2017
February 7, 2017	August 1, 2017
February 21, 2017	August 15, 2017
March 7, 2017	September 5, 2017
March 21, 2017	September 19, 2017
April 4, 2017	October 3, 2017
April 18, 2017	October 17, 2017
May 2, 2017	November 8, 2017**
May 16, 2017	November 21, 2017

June 7, 2017\*\*

June 20, 2017

December 5, 2017

December 19, 2017

January 2, 2018 (Reorganization Meeting)

Official Action May Be Taken

\*\* Wednesday Meeting

Any business that requires Council consideration and action at a particular meeting must be in the Borough Manager's or the Borough Clerk's office no later than the close of business on the Thursday preceding the meeting date.

Resolution 2017-12 was moved on a motion by Thompson, seconded by Heinrich, and approved.

Ayes: 5; Nays: 0; Absent: 1 – Klimko  
Motion Carried

**13. Resolution 2017-13 – Appointing Planning Board Class III Member (Council Member)**

**RESOLUTION #2017-13**

**PLANNING BOARD – COUNCIL MEMBER**

**CLASS III MEMBER**

**WHEREAS**, the Borough of Washington, Warren County, New Jersey is now governed by Plan “E” of Municipal Charter Law; and

**WHEREAS**, under this plan the Mayor is directed and authorized to appoint certain members of the Planning Board.

**BE IT RESOLVED**, that the following Council Representative, **Class III Member**, is hereby is appointed to the Planning Board with a term to expire on January 1, 2018.

**Cynthia Valle**

Resolution 2017-13 was moved on a motion by Noone, seconded by Heinrich, and approved.

Ayes: 5; Nays: 0; Absent: 1 – Klimko  
Motion Carried

**14. Resolution 2017-14 – Appointing Business Improvement District Board Member**

**RESOLUTION #2017-14**

**BUSINESS IMPROVEMENT DISTRICT**

**BOARD MEMBER**

**WHEREAS**, the Borough of Washington, Warren County, New Jersey is governed by Plan “E” of Municipal Charter Law; and

**WHEREAS**, under this plan the Mayor of the Borough is to appoint a Council member to the Business Improvement District Board with the consent of the Borough Council; and

**WHEREAS**, the Mayor has designated the following person his appointee;

**WHEREAS**, The Council does approve of this appointment.

**NOW, THEREFORE, BE IT RESOLVED**, that the following named person is appointed to the BID BOARD for a term ending January 1, 2018.

**Josephine Noone**

Resolution 2017-14 was moved on a motion by Thompson, seconded by Heinrich, and approved.

Ayes: 5; Nays: 0; Absent: 1 – Klimko  
Motion Carried

**15. Resolution 2017-15 – Resolution Authorizing 2017 Professional Services Contract with Richard Conley for Tax Appeal Attorney Services**

**RESOLUTION 2017-15**

**RESOLUTION AUTHORIZING 2017 PROFESSIONAL SERVICES CONTRACT WITH RICHARD CONLEY FOR TAX APPEAL ATTORNEY SERVICES**

**WHEREAS**, the Borough Council of the Borough of Washington has a need to contract the services of a Tax Appeal Attorney as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5 as appropriate; and

**WHEREAS**, the Purchasing Agent has certified that the costs of this contract may or will exceed \$17,500; and

**WHEREAS**, the anticipated term of this contract is one (1) year or at the discretion of the Borough Council; and

**WHEREAS**, for budgetary purposes, the Borough Council of the Borough of Washington would like to have this contract reflect a not to exceed amount of the 2017 adopted budget amount, excluding any escrow related services and;

**WHEREAS**, Richard M. Conley, LLC has completed and submitted a Business Entity Disclosure Certification which certifies that Richard M. Conley, LLC has not made any reportable contributions to a political or

candidate committee in the Borough of Washington in the previous one year, and that the contract will prohibit Richard M. Conley, LLC from making any reportable contributions through the term of the contract, and

**WHEREAS**, the Chief Financial Officer will certify to the Borough Clerk the availability of funds on an as-needed basis at the time when the Borough needs the services provided by Richard M. Conley, LLC.

**NOW THEREFORE, BE IT RESOLVED** that the Borough Council of the Borough of Washington to enter into a contract with Richard M. Conley, LLC as described herein; and,

**BE IT FURTHER RESOLVED** that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

**BE IT FURTHER RESOLVED** that notice of this appointment will be published as required by law within ten days of the passage of this resolution; and

**BE IT FURTHER RESOLVED**, that copies of this resolution be forwarded to the Chief Financial Officer and Richard M. Conley, LLC.

Resolution 2017-15 was moved on a motion by Noone, seconded by Thompson, and approved.

Ayes: 5; Nays: 0; Absent: 1 – Klimko  
Motion Carried

**16. Resolution 2017-16 – Resolution Authorizing the Tax Assessor and Legal Counsel of the Borough of Washington to File and Prosecute Any and All Tax Appeals Before the Warren County Board of Taxation and Tax Court of New Jersey**

**RESOLUTION #2017-16**

**RESOLUTION AUTHORIZING THE TAX ASSESSOR AND LEGAL COUNSEL OF THE  
BOROUGH OF WASHINGTON TO FILE AND PROSECUTE ANY AND ALL TAX APPEALS  
BEFORE THE WARREN COUNTY BOARD OF TAXATION AND THE TAX COURT OF NEW  
JERSEY**

**WHEREAS**, the County Tax Board has issued a ruling requiring a Resolution by the Mayor and Council of each and every municipality in Warren County through their Administrator, Melissa Pritchett, CTA; and

**WHEREAS**, said Administrator requires that the Mayor and Council of each municipality in the County of Warren adopt a Resolution to authorize the Assessor of the municipality and their legal counsel to file and prosecute any and all tax appeals before the Warren County Board of Taxation.

**NOW, THEREFORE, BE IT RESOLVED**, that Ryan Riccio, CTA, Assessor of the Borough of Washington, County of Warren and State of New Jersey, and Richard M. Conley, Esq., Special Counsel for the Borough of Washington, County of Warren and State of New Jersey are hereby authorized to file,

prosecute, stipulate, modify, agree upon and otherwise perform the duties which are required of said Assessor and Attorney, in the process of prosecution and/or filing of said Tax Appeals, within the jurisdiction of the Warren County Board of Taxation of the Tax Court of New Jersey.

Resolution 2017-16 was moved on a motion by Thompson, seconded by Heinrich, and approved.

Ayes: 5; Nays: 0; Absent: 1 – Klimko  
Motion Carried

**17. Resolution 2017-17 – Authorizing 2017 Professional Services Contract with Suburban Consulting Engineers for Municipal Engineering Services for the Washington Square Development**

**RESOLUTION 2017-17  
AUTHORIZING 2017 PROFESSIONAL SERVICES CONTRACT WITH SUBURBAN CONSULTING  
ENGINEERS FOR MUNICIPAL ENGINEERING SERVICES FOR  
THE WASHINGTON SQUARE DEVELOPMENT**

**WHEREAS**, the Borough Council of the Borough of Washington has a need to contract the services of a Municipal Engineer specifically for the Washington Square Development as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5 as appropriate; and

**WHEREAS**, the Purchasing Agent has certified that the costs of this contract may or will exceed \$17,500; and

**WHEREAS**, the term of this contract is one (1) year or at the discretion of the Borough Council; and

**WHEREAS**, Suburban Consulting Engineers has completed and submitted a Business Entity Disclosure Certification which certifies that Suburban Consulting Engineers has not made any reportable contributions to a political or candidate committee in the Borough of Washington in the previous one year, and that the contract will prohibit Suburban Consulting Engineers from making any reportable contributions through the term of the contract, and

**WHEREAS**, the services for Municipal Engineering for the Washington Square Development are strictly paid for out of escrow funds deposited by Ryan Homes and Jade Acquisition, LLC; and

**NOW THEREFORE, BE IT RESOLVED** that the Borough Council of the Borough of Washington enter into a contract with Suburban Consulting Engineers as described herein; and,

**BE IT FURTHER RESOLVED** that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

**BE IT FURTHER RESOLVED** that notice of this appointment will be published as required by law within ten days of the passage of this resolution; and



**BE IT FURTHER RESOLVED**, that copies of this resolution be forwarded to the Chief Financial Officer and Suburban Consulting Engineers.

Resolution 2017-17 was moved on a motion by Noone, seconded by Heinrich, and approved.

Ayes: 5; Nays: 0; Absent: 1 – Klimko  
Motion Carried

**18. Resolution 2017-18 – Resolution Authorizing 2017 Professional Services Contract with Hawkins, Delafield & Wood for Bond Attorney Services**

**RESOLUTION 2017-18**

**RESOLUTION AUTHORIZING 2017 PROFESSIONAL SERVICES CONTRACT WITH HAWKINS, DELAFIELD & WOOD FOR BOND ATTORNEY SERVICES**

**WHEREAS**, the Borough Council of the Borough of Washington has a need to contract the services of a Bond Attorney as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5 as appropriate; and

**WHEREAS**, the Purchasing Agent has certified that the costs of this contract may or will exceed \$17,500; and

**WHEREAS**, the anticipated term of this contract is one (1) year or at the discretion of the Borough Council; and

**WHEREAS**, Hawkins, Delafield & Wood has submitted a proposal indicating they will provide the above-referenced services at the rates listed in their fee schedule for Bond Attorney Services; and

**WHEREAS**, Hawkins, Delafield & Wood has completed and submitted a Business Entity Disclosure Certification which certifies that Hawkins, Delafield & Wood has not made any reportable contributions to a political or candidate committee in the Borough of Washington in the previous one year, and that the contract will prohibit Hawkins, Delafield & Wood from making any reportable contributions through the term of the contract, and

**WHEREAS**, the Chief Financial Officer will certify to the Borough Clerk the availability of funds on an as-needed basis at the time when the Borough needs the services provided by Hawkins, Delafield & Wood.

**NOW THEREFORE, BE IT RESOLVED** that the Borough Council of the Borough of Washington to enter into a contract with Hawkins, Delafield & Wood as described herein; and,

**BE IT FURTHER RESOLVED** that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

**BE IT FURTHER RESOLVED** that notice of this appointment will be published as required by law within ten days of the passage of this resolution; and

**BE IT FURTHER RESOLVED**, that copies of this resolution be forwarded to the Chief Financial Officer and Hawkins, Delafield & Wood.

Resolution 2017-18 was moved on a motion by Heinrich, seconded by Thompson, and approved.

Ayes: 5; Nays: 0; Absent: 1 – Klimko  
Motion Carried

**19. Resolution 2017-19 – Appointing Planning Board Class II Member (Employee Member)**

**RESOLUTION 2017-19  
PLANNING BOARD – EMPLOYEE MEMBER  
CLASS II MEMBER**

**WHEREAS**, the Borough of Washington, Warren County, New Jersey is governed by Plan “E” of Municipal Charter Law; and

**WHEREAS**, under this plan the Mayor is directed and authorized to appoint certain members of the Planning Board.

**BE IT RESOLVED**, that a Borough Official, **Class II Member** hereby is appointed to serve with a term to expire on January 1, 2018.

Matthew Lopez  
Fire Official

The above Declaration was an appointment made by the Mayor with Council consent.

Resolution 2017-19 was moved on a motion by Thompson, seconded by Heinrich, and approved.

Ayes: 5; Nays: 0; Absent: 1 – Klimko  
Motion Carried

**20. Resolution 2017-20 – Appointment to the Shade Tree Commission – Gary Pohorely**

**RESOLUTION 2017-20  
SHADE TREE COMMISSION**

**WHEREAS**, the Borough of Washington, Warren County, New Jersey is governed by Plan “E” of Municipal Charter Law; and

**WHEREAS**, under this plan, the Borough Council is directed and authorized to appoint members of the Shade Tree Commission.

**WHEREAS**, the Mayor of the Borough of Washington has designated the following person his appointee:

**Gary Pohorely**

**WHEREAS**, the Borough Council does approve of this appointment.

**NOW, THEREFORE, BE IT RESOLVED**, that the above named person is appointed as a member of the Shade Tree Commission for a term ending **12/31/2020**.

Resolution 2017-20 was moved on a motion by Noone, seconded by Thompson, and approved.

Ayes: 5; Nays: 0; Absent: 1 – Klimko  
Motion Carried

**21. Resolution 2017-21 – Appointment to the Shade Tree Commission – Suzanne Marr**

**RESOLUTION 2017-21  
SHADE TREE COMMISSION**

**WHEREAS**, the Borough of Washington, Warren County, New Jersey is governed by Plan “E” of Municipal Charter Law; and

**WHEREAS**, under this plan, the Borough Council is directed and authorized to appoint members of the Shade Tree Commission.

**WHEREAS**, the Mayor of the Borough of Washington has designated the following person his appointee:

**Suzanne Marr**

**WHEREAS**, the Borough Council does approve of this appointment.

**NOW, THEREFORE, BE IT RESOLVED**, that the above named person is appointed as a member of the Shade Tree Commission for a term ending **12/31/2020**.

Resolution 2017-21 was moved on a motion by Noone, seconded by Thompson, and approved.

Ayes: 5; Nays: 0; Absent: 1 – Klimko  
Motion Carried

22. A motion was made by Thompson, seconded by Noone, to open nominations for Deputy Mayor of Washington Borough for 2017. A motion was made by Thompson, seconded by Noone, to nominate Councilman Heinrich. Hearing no others, a motion was made by Thompson, seconded by Heinrich, to close the nominations for Deputy Mayor. All were in favor. A motion was made by Thompson, seconded by Noone, to appoint Councilman Michael Heinrich as Deputy Mayor of Washington Borough for 2017.

Ayes: 5; Nays: 0; Absent: 1 – Klimko  
Motion Carried

#### **APPOINTMENTS FOR COUNCIL SUB-COMMITTEES**

**Code Book/Policy** – Deputy Mayor Heinrich and Councilwomen Klimko and Noone  
**Streets Committee** – Mayor Higgins, Councilwoman Klimko, Councilman Thompson  
**Sewer Committee** – Deputy Mayor Heinrich, Councilwoman Valle, Councilman Thompson  
**Senior Services** – Deputy Mayor Heinrich, Councilwomen Klimko and Valle  
**Community Relations** – Mayor Higgins, Councilwomen Noone and Valle  
**Website** – Borough Manager Matthew Hall  
**Shared Services** – Mayor Higgins, Councilwoman Klimko, Councilman Thompson

#### **APPOINTMENTS FOR COUNCIL LIAISONS**

**Business Improvement District** – Councilwoman Noone  
**Planning Board** – Councilwoman Valle  
**Library** – Mayor Higgins  
**Department of Public Works** – Mayor Higgins  
**Recreation** – Councilwoman Klimko, Councilman Thompson  
**Emergency Squad/Fire Department** – Deputy Mayor Heinrich  
**Police Department** – Borough Manager Matthew Hall  
**Legislative** – Borough Manager Matthew Hall  
**Administration** – Mayor Higgins

#### **RECAP**

The Clerk will update the Statement of Adequate Notice to include the Express-Times newspaper.

#### **COUNCIL REMARKS**

Councilman Thompson wished everyone a Happy New Year and expressed his condolences to the Beasley family.

Deputy Mayor Heinrich wished everyone a Happy New Year and congratulated Mayor Higgins and Councilwoman Valle.

Councilwoman Noone wished everyone a Happy New Year and welcomed Councilwoman Valle.

Councilwoman Valle wished everyone a Happy New Year and stated she looks forward to working with everyone.

Mayor Higgins thanked the members of the audience stating the goal of Council is to work closely with the people of the Borough. Mayor Higgins would like reports from the Committees at each meeting and looks forward to working with everyone. Mayor Higgins stated recently deceased Tony Beasley was a trail blazer in this community. He was the first and only African American male to be a member of the Borough Fire Department and he became a life member. Tony will be greatly missed.

**ADJOURNMENT**

Hearing no further business, a motion was made by Thompson, seconded by Heinrich, to adjourn the meeting at 7:34 pm.

Ayes: 5; Nays: 0; Absent: 1 – Klimko

Motion Carried

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Mayor David Higgins

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Ann Kilduff, RMC